



City of Austin

Founded by Congress, Republic of Texas, 1839

Capital Contracting Office, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181

May 31, 2016

Re: Announcement
Request for Statements of Qualifications (RFQ) for Providing Urban Design Services: Congress Avenue
Streetscape Improvements-Urban Design Initiative
Solicitation Number: CLMP199

The City of Austin, through Various Departments and its Capital Contracting Office, is requesting statements of qualifications for the selection of an urban design planning firm for the above-noted project. Statement of qualifications will be due **PRIOR to 3:00 p.m.**, Wednesday, July 13, 2016 at 505 Barton Springs Road, Suite 1045-C, Austin, TX 78704. All SOQs not received and stamped prior to the date and time set forth above **will not be accepted for consideration**. The time stamp clock in the Suite 1045-C Reception Area is the time of record and is verified with www.time.gov, the Official U.S. time. The selection process for this project is anticipated to be completed for City Council action in September 2016.

A pre-response meeting will be held beginning at 10:00 am, Monday, June 13, 2016, One Texas Center 505 Barton Springs Rd. Austin, TX 78704, Room 325 / 3rd Floor. The purpose of the meeting will be to respond to consultants' questions about the project and the procurement process. Attendance at the meeting is not a requirement for selection; however, meeting minutes will not be issued.

All prime firms and subconsultants must be registered to do business with the City of Austin prior to the contract award. Prime firms are responsible for ensuring that their subconsultants are registered as vendors with the City of Austin. You may register through the City of Austin's online Vendor Registration system. Log on to www.austintexas.gov/financeonline/vendor_connection/index.cfm and follow the directions.

A Request for Statements of Qualifications (RFQ) for these services is available which provides project background and requirements for submittal. For a copy of the RFQ, log on to the City's Vendor Connection at www.austintexas.gov/financeonline/vendor_connection/index.cfm. The complete RFQ packet is located as an attachment under the solicitation CLMP199. The authorized contact persons for this solicitation are David Taylor, Project Manager, 512-974-7132, or Steve Cocke, Buyer II, 512-974-7998. Please contact David Taylor for all project related questions and me for any RFQ procurement process questions.

Sincerely,

Steve Cocke, Buyer II
Contract Procurement Division
Capital Contracting Office

cc: David Taylor, Public Works